

MINUTES

TOWN BOARD MEETING

Town of Polk Town Hall * 3680 State HWY 60

Tuesday June 14, 2016 at 7:30 pm

Approved 7/12/16

Meeting was called to order at 7:30 pm. The Pledge of Allegiance was recited.

Verification of Official Meeting Notice. Notice was given to the West Bend Daily News, Hartford Times Press, Milwaukee Journal Sentinel, WBKV/WTKM radio station and posted at Cedar Lake Hills Subdivision, Roskopf's RV Center, the Town Hall and on the Town website.

Roll Call - present: Chairman Albert Schulteis, Supervisor Theodore Merten, Supervisor Robert Roecker, Treasurer and Zoning Secretary, Tracy Groth and Clerk, Diana Degnitz.

Moment of silent prayer

Public Comments –none, closed by Chairman Schulteis

Approval of Minutes

- March 22, 2016 – Special Town Board Meeting - motion by Robert Roecker to approve the Minutes as written. Motion seconded by Theodore Merten. All voted in favor, motion carried.
- March 29, 2016 Special Town Board Meeting - motion by Theodore Merten to approve the Minutes as written. Motion seconded by Robert Roecker. All voted in favor, motion carried.
- May 10, 2016 Town Board Meeting - motion by Robert Roecker to approve the Minutes as written. Motion seconded by Theodore Merten. All voted in favor, motion carried.
- May 17, 2016 Town Board Meeting – motion by Robert Roecker to approve the Minutes as written. Motion seconded by Theodore Merten. All voted in favor, motion carried.

Sheriff's Report – Deputy Jerrod Cox reported that there were 599 calls for service including 297 property checks, 83 traffic stops, 3 weapons offenses, 42 disabled vehicles and 20 accidents including 6 deer, 1 injury, 3 hit and run and 3 property damage.

Chairman's report – Chairman Schulteis reported that signs will be installed on Mayfield Road at Hwy 60 per the DOT. DOT will provide the signs and the Town will install. Chairman Schulteis also reported that there is a Washington County Hazardous Mitigation Plan meeting to be held June 29, 2016 at 2:00 PM. Mr Schulteis also shared the Municipal Animal Control Invoice received from the Washington County Humane Society in the amount of \$1574.00 for the 2017 contract year. This invoice requires no payment as the Town of Polk has a reciprocal agreement in place with the Humane Society to provide snow removal services in lieu of payment of these charges. Mr Schulteis also mentioned that the Humane Society Rummage Sale held June 3-4, 2016 was remarkably well-attended and resulted in parking issues for the Town Hall property, as well illegal parking on Scenic Rd. It was noted that a discussion with the

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Directors at the Humane Society needed to happen prior to next year's sale to ensure the same problems do not occur then.

Treasurer's Report of Revenue and Expenditures – presented by Tracy Groth. Motion by Theodore Merten to approve report as submitted including check numbers 8515-8559. Motion seconded by Robert Roecker. All voted in favor, motion carried.

UNFINISHED BUSINESS – none

NEW BUSINESS

- A. **Liquor, Soda Water, Cigarette and Tobacco and Operator Bartender Licensing for 2016/2017 Fiscal Year** – see attached. see attached. Motion by Robert Rocker to approved Liquor, Soda, Tobacco and Operator/Bartender licenses as listed. Motion seconded by Theodore Merten. All voted in favor and the motion passed.
- B. **Part-time Town Employees**
Hwy Department and Temporary Office. Chairman Schulteis indicated that a part-time, as needed highway department employee was needed to assist Roy Wenninger with projects requiring two people for safety reasons and for additional work. Mr Schulteis indicated that the hourly rate of pay for this part-time position would be the same as that of the temporary snow plow drives of \$17.00 per hour and that the candidate had approached the Town in person to inquire about any opportunity. Chairman Schulties indicated that the Temporary Office employee would be employed for approximately one week and would be paid \$10.00 per hour with primary responsibilities in assisting Zoning Secretary Tracy Groth with filing and some backlog work. Supervisor Roecker asked if the Town has a candidate in mind for the position and Claire Groth was named as a candidate who had previously volunteered in a similar capacity. Supervisor Roecker motioned to approve both positions with the condition that the part-time highway department position be reviewed again in the Fall. Motion seconded by Theodore Merten. All voted in favor and the motion carried.
- C. **Petition #05-2016 To Rezone from A-1 General Agriculture District to B-1 Business District. 3876 State Hwy 60; Section 15, Town of Polk, Tax Key T9-058600D (5.09 acres), T10, R19, Town of Polk, Washington County, Wisconsin. Allen Peil, Property Owner.** Motion by Robert Roecker to send Petition #05-2016 to the Plan Commission for review. Motion seconded by Theodore Merten All voted in favor, motion carried.

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- D. Petition #06-2016 To Rezone from A-1 General Agricultural District to Planned Unit Development District – Multi-Family and Business Use. 2933 Pleasant Valley Road. T9-0470, T9-0471, T9-0472 (80.45 acres) and T9-047000A (.22 acres), Town of Polk, Washington County, Wisconsin. Patriot Homes LLC. Thomas H Timblin, Property Owner.** Motion by Theodore Merten to send Petition #06-2016 to the Plan Commission for review. Motion seconded by Robert Roecker. All voted in favor, motion carried.
- E. Review and discussion of construction agreement with Wissota Sand and Gravel.** Chairman Schulteis invited Chris Larson from Wissota who was in attendance at the meeting to comment. Mr Larson indicated that he had no concerns. Motion by Theodore Merten to approve the agreement. Robert Roecker seconded the motion. All voted in favor and the motion carried.
- F. Review and discussion of Rummage Sale and Municipal Animal Control invoice at Wisconsin Humane Society, Washington County.** Chairman Schulteis reviewed this in the Chairman's report – see point "H".
- G. Highway Department – purchasing of small equipment –** Chairman Schulteis noted that there is a need for the Town to purchase a push lawn mower and weed eater to properly maintain Town property. Motion by Robert Roecker to approve the purchases. Motion seconded by Theodore Merten. All voted in favor and the motion carried.
- H. Conceptual CSM to divide a 2.74 Acre Parcel into (2) R-1 Residential Lots In accordance with Title XI Land Division Ordinance. 4871 Rolling Hills Road, Polk, Washington County, Wisconsin. Section 6. Zoned R-1 Residential District. Tax Key # T9-0311-001. Randy and Peggy Krebs, Property Owners.** Motion by Robert Roecker to approve contingent upon receiving a variance from the Polk Zoning Board of Appeals to the non-conforming size of proposed Lot 2. Motion seconded by Theodore Merten. All voted in favor and the motion carried.
- I. Business Use Permit for Travis Dowden and Benjamin Anderson in accordance with Title X Section 3.07 to operate a restaurant and tavern, Sobelman's, at 3747 Cedar Creek Road, Polk, Washington County, Wisconsin. Section 10. Zoned B-1 Business District. Tax Key T9-0567. Travis Dowden and Benjamin Anderson, Business Owner. GCAM-CC, LLC Property Owner.** Motion by Robert Roecker to approve as presented. Motion seconded by Theodore Merten. All voted in favor and the motion carried.

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- J. Site Modifications for GCAM-CC, LLC in accordance with Title X Section 3.07 at 3747 Cedar Creek Road, Polk, Washington County, Wisconsin. Section 10. Zoned B-1 Business District. Tax Key T9-0567. GCAM-CC, LLC Property Owner.** Robert Roecker motioned to approve with the provision that the applicant appear before the Plan Commission by the end of 2016 to discuss any potential adjustments to the new parking lot lighting system. Motion seconded by Theodore Merten. All voted in favor and the motion carried.

- K. Conceptual Site Development Plan by Thomas Timblin for a Mixed Use Commercial and Multi-Family Development. Parcel located at 2933 Pleasant Valley Road, Polk, Washington County, Wisconsin, Section 12, Tax Keys T9-0470, T9-0471, and T9-0472. 80 +/- acres. Francis and Rita Peters, Property Owners.** No action taken.

4. Adjourn – Motion by Theodore Merten to adjourn. Motion seconded by Robert Roecker. All voted in favor and meeting adjourned at 7:58 pm.

Respectfully submitted,

Diana Degnitz, Clerk